

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 23, 2004

**FROM: BARBARA HALSEY, DIRECTOR
JOBS AND EMPLOYMENT SERVICES DEPARTMENT**

SUBJECT: LOCAL WORKFORCE INVESTMENT BOARD AND YOUTH COUNCIL BY-LAWS

RECOMMENDATION: Adopt amended By-Laws for the Workforce Investment Board and Youth Council established pursuant to the Workforce Investment Act of 1998 with the responsibilities for the planning and oversight of mandated programs and related activities.

BACKGROUND INFORMATION: Upon enactment of Public Law 105-220, which established the Workforce Investment Act of 1998, the County of San Bernardino was designated as a local Workforce Investment Area, thus requiring the formation of the Workforce Investment Board (WIB) with its membership appointed by the Board of Supervisors. The WIB is tasked with the mission of providing administrative oversight to mandated programs, long-range planning for local workforce needs, development of economic strategies, and the promotion of private sector employer partnerships.

The proposed amendments to these By-Laws relate to establishing guidelines for general meeting and committee meeting required attendance and noticing for planned absences. The changes were developed through the Executive Committee and then presented to the full WIB membership for final approval.

County Standard Policy 01-12 regarding County Boards, Commissions, and Committees requires that the Board of Supervisors adopt rules and regulations for the conduct of business by each County established Board.

REVIEW AND APPROVAL BY OTHERS: The amended By-Laws were reviewed and approved by the general membership of the Workforce Investment Board on November 1, 2004. This item was reviewed and approved as to form by Deputy Counsel James P. Morris, (387.5280) on October 28, 2004. This item has also been reviewed by the County Administrative Office, Patricia M Cole, Administrative Analyst (387.5346) on November 14, 2004.

FINANCIAL IMPACT: Funding for the activities of the Workforce Investment Board are included in the Department's FY 04-05 Budget (SAC-JOB) and is fully covered by federal funds through the Workforce Investment Act of 1998 and will result in no local cost to the County.

SUPERVISORIAL DISTRICT (S): All

PRESENTER: Barbara Halsey, Director, JESD, (909.388.4389)

Record of Action of the Board of Supervisors

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